

**Valley Collaborative Board of Directors
General Session Meeting Minutes
September 17, 2020
10:15 a.m. – 10:41 a.m.
25 Linnell Circle, Billerica, MA**

Board Members Present: Mr. Timothy Piwowar, Dr. Michael Flanagan, Mr. Everett Olsen, Dr. Jay Lang, Mr. Brad Morgan, Dr. Denise Pigeon, Mr. Christopher Malone, Mr. Steven Stone, Dr. Laura Chesson

Collaborative Representatives Present: Dr. Chris Scott, Executive Director; Ms. Heidi Kriger, Treasurer; Members of the Collaborative Senior Leadership Team

Also Present: Thomas Lent, Marathas Barrow Weatherhead Lent LLP

Call to Order: Mr. Timothy Piwowar, Chairman, convened the Collaborative Board Meeting at 10:15 a.m.

Mr. Piwowar stated for the record that the meeting is being held remotely via Zoom due to the ongoing restrictions and limitations related to COVID-19.

Approval of Minutes

Mr. Timothy Piwowar requested the Board to review the meeting minutes made available for review and asked for a motion relating to the minutes.

On a motion made by Dr. Michael Flanagan and seconded by Dr. Jay Lang, a quorum of voters being present, it was voted by roll call vote:

VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated June 11, 2020.

The roll call vote was 7-0. Yes: Mr. Timothy Piwowar, Dr. Michael Flanagan, Dr. Jay Lang, Mr. Brad Morgan, Mr. Christopher Malone, Mr. Steven Stone, Dr. Laura Chesson [Dr. Denise Pigeon and Mr. Everett Olsen were absent for the vote].

[Dr. Denise Pigeon and Mr. Everett Olsen joined the meeting]

On a motion made by Dr. Michael Flanagan and seconded by Dr. Jay Lang, a quorum of voters being present, it was voted by roll call vote:

VOTED: To approve the General Session Meeting Minutes for the Executive Committee for the Board of Directors dated June 17, 2020.

The roll call vote was 9-0. Yes: Mr. Timothy Piwowar, Dr. Michael Flanagan, Dr. Jay Lang, Mr. Brad Morgan, Mr. Christopher Malone, Mr. Steven Stone, Dr. Laura Chesson, Dr. Denise Pigeon and Mr. Everett Olsen.

On a motion made by Dr. Michael Flanagan and seconded by Dr. Jay Lang, a quorum of voters being present, it was voted by roll call vote:

VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated August 6, 2020.

The roll call vote was 9-0. Yes: Mr. Timothy Piwowar, Dr. Michael Flanagan, Dr. Jay Lang, Mr. Brad Morgan, Mr. Christopher Malone, Mr. Steven Stone, Dr. Laura Chesson, Dr. Denise Pigeon and Mr. Everett Olsen.

Financial Update

Executive Director's Report

Dr. Scott directed the Board to the financial update memo contained within the Board meeting materials. Dr. Scott stated that the financial position of the Collaborative remains strong. Dr. Scott reviewed the assets, revenues, expenses, budget and enrollment. Dr. Scott reviewed the cash position, personnel decisions and enrollment affected by Covid-19. She also discussed the improvements the Collaborative seeks to make with vehicles, furniture, technology and remote learning. She explained that the Collaborative, with its independent financial auditors, have commenced the FY-20 financial audit, the results of which will be presented at upcoming Board meetings. Dr. Scott and the Board reviewed the additional distribution to member districts, which specific information was included within the Board meeting materials. She also indicated that she was seeking Board approval to amend the 2021 operating budget for \$250,000 in technology purposes to improve remote learning and other improvements. There was no further discussion.

On a motion made by Dr. Michael Flanagan and seconded by Dr. Jay Lang, a quorum of voters being present, it was voted by roll call vote:

VOTED: That the Board of Directors hereby authorizes the distribution of \$604,686 in surplus funds to its member districts based on the percentages and methodology previously established by the Board, specifically an allocation based on the FY2020 tuitions payments to the Collaborative, with such distribution being in the form of either a tuition credit to the member district school committee or cash payment to the member district town, as to be determined by the respective member district.

The roll call vote was 9-0. Yes: Mr. Timothy Piwovar, Dr. Michael Flanagan, Mr. Everett Olsen, Dr. Jay Lang, Mr. Brad Morgan, Dr. Denise Pigeon, Mr. Christopher Malone, Mr. Steven Stone, Dr. Laura Chesson

On a motion made by Dr. Michael Flanagan and seconded by Mr. Everett Olsen, a quorum of voters being present, it was voted by roll call vote:

VOTED: That the Board of Directors amends the FY2021 Operating Budget, as presented and recommended by the Executive Director.

The roll call vote was 9-0. Yes: Mr. Timothy Piwovar, Dr. Michael Flanagan, Mr. Everett Olsen, Dr. Jay Lang, Mr. Brad Morgan, Dr. Denise Pigeon, Mr. Christopher Malone, Mr. Steven Stone, Dr. Laura Chesson

Treasurer's Report

Ms. Heidi Kriger, the Collaborative Treasurer, provided the Board with her report which covered the months through July 2020. Ms. Kriger provided a verbal summary of her report, including available balances, transfers, withdrawals, interest income and ending balances. She also reviewed the OPEB Trust financial information and balances and PARS statements. A written summary report was contained within the Board materials. There was no further discussion.

On a motion made by Mr. Everett Olsen and seconded by Dr. Michael Flanagan, a quorum of voters being present, it was voted by roll call vote:

VOTED: That the Board of Directors accepts the report of the Collaborative Treasurer, as presented at this meeting, and requests that a copy of the report be filed within the Treasurer's file maintained at the Collaborative

The roll call vote was 9-0. Yes: Mr. Everett Olsen, Mr. Timothy Piwovar, Dr. Michael Flanagan, Dr. Jay Lang, Mr. Christopher Malone, Dr. Laura Chesson, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon

School and DDS/MRC Fall Reopening Update

Dr. Scott provided the Board with a detailed update with respect to the Collaborative's reopening efforts as well as its DDS/MRC programs. Dr. Scott directed the Board to her memo contained within the Board meeting materials. Such update also included a videotaped meeting with Collaborative personnel and DDS Commissioner, Jane Ryder. There was no further discussion.

On a motion made by Dr. Jay Lang and seconded by Mr. Steven Stone, a quorum of voters being present, it was voted by roll call vote:

VOTED: To adjourn the Board meeting.

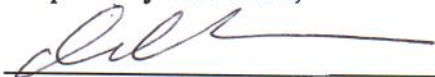
The vote was 9-0. Yes: Mr. Everett Olsen, Mr. Timothy Piwowar, Dr. Michael Flanagan, Dr. Jay Lang, Dr. Denise Pigeon, Mr. Christopher Malone, Mr. Brad Morgan, Mr. Steven Stone, Dr. Laura Chesson

Mr. Timothy Piwowar adjourned the Collaborative Board Meeting at 10:41 a.m.

LIST OF DOCUMENTS USED, DISTRIBUTED AND REVIEWED AT THIS MEETING:

- School Year 2020-2021 Electronic Board Binder, September 17, 2020

Respectfully Submitted,



Mr. Timothy Piwowar, Chairman

Dated: 11/19/2020